



Judicial Security

Best - Practices

At Work:

- Park in secure areas only. Avoid labeling reserved parking spaces with your name or judicial annotation.
- Always secure your vehicle, even when parked in a secure area.
- Use only accessed-controlled entrances/exits. If unavailable, vary the points of entry and times of day you come and go.
- Establish a word or signal with your courthouse security team which signifies that you are under duress for any reason.
- Coordinate response to incidents within the courthouse with your staff and security team before they occur - "Practices makes perfect".
- Do not wear your judicial robe outside of secure courtroom areas. Disrobe during emergency evacuations or when traveling in common areas.
- Do not permit law enforcement officers to enter your courtroom while armed if they are a party to a case.
- Never hesitate to request additional security for any reason.
- Do not carry a firearm in the courthouse unless you have been trained to use it; and you have established use of force protocols and procedures with your staff and court security team.

At Home

- Restrict access to all house keys and/or codes. Change if they have been compromised for any reason.
- Lock your doors and windows at night or when not in use.
- Get to know your neighbors – they are an extra set of eyes!
- Maintain an unpublished phone number and address.
- Never open the door for unexpected utility workers, deliveries, or unknown persons.
- Invest in a home surveillance system and light timers (i.e. Ring doorbell, ADT monitoring, etc.)
- Teach children how to contact 911 in case of an emergency.
- Establish a word or signal with your family members to signify that one of you are under duress.
- Establish a rally-point in case you have to evacuate your home for any reason.
- Enable GPS-location services on all family used smart devices. Have a working knowledge of the "find my device" or similar app. functionality in the event you cannot locate a family member for any reason.
- Do not place your name on your mailbox.
- If taking magazines or similar publications outside of your home, remove your address label.
- Shred all mail or unwanted documents which contain your name, address, and/or title.

- Never open suspicious mail or packages
 - No return address
 - Unusual/unknown place of origin
 - Unexpected delivery
 - Excessive amount of postage
 - Incorrect spelling
 - Uneven balance or shape
 - Report to local law enforcement if in doubt
- Opt-out of public source information websites
 - <https://www.intelius.com/optout>
 - http://www.zabasearch.com/block_records/
 - http://www.spokeo.com/opt_out/new
 - <http://www.peakyou.com/about/contact/optout/index.php>
 - <http://www.ussearch.com/privacylock>
 - <https://www.peoplefinders.com/manage>
 - <https://www.peoplesmart.com/optout-go>
 - <http://secure.privateeye.com/optout-form.pdf>
 - <http://www.usa-people-search.com/manage/default.aspx>
 - <https://www.mylife.com/privacy-policy>
 - <https://nuwber.com/removal/link>

In Public

- Avoid traveling the same routes to/from work, school, etc.
- Immediately summon 911 in the event you think you are being followed. Do not drive directly to your residence, but rather proceed to the nearest law enforcement facility or location provided by the 911 operator.
- Avoid using your judicial title in public. Remember that keywords such as “judge” may attract unwanted attention.
- Do not use personalized license plates or logo your vehicle with unique identifiers which make it easy to recognize.
- Have a rehearsed cover story in case you are asked what you do for a living by unsolicited sources (i.e. Uber driver, etc.)